

Memorandum

TO: Distribution List
FROM: Bryan Tippie, Budget Director
DATE: March 9, 2004
Re: Minutes of the February 19, 2004 Finance Committee Meeting



Committee Members present: Mr. Ray Graham and Mr. Bill Downey

The Finance Committee met on February 19, 2004, at 4:00 p.m. in the 1st Floor Conference Room of the 320 Hospital Hill Building. This document reflects the official minutes of that meeting.

County Treasurer's Report: Bryan Tippie presented the Treasurer's Report for the Finance Committee's consideration.

County Attorney's Report: Tracy Gallehr, Assistant County Attorney, presented the County Attorney's Report for the Finance Committee's consideration.

Consent Agenda

Supplemental Appropriations:

The following supplemental appropriations were approved for forwarding to the Board of Supervisors for their consideration unless otherwise noted.

FY 2004

1. Library - \$33,852

\$33,852 in a Donation was approved to be appropriated for the Bealeton Library Depot.

2. School Division - \$16,543

- a. \$16,043 in Title III, Part A Funds from a Federal No Child Left Behind Act was approved for appropriation.
- b. A \$500 donation was approved for appropriation for purchase of writing contest prizes.

3. Social Services - \$708

\$708 from Federal funds from the Federal Emergency Management Agency (FEMA) was approved for appropriation for Hurricane Isabel related expenses.

4. Fire and Emergency Services - \$14,570

\$13,670 for Fire and Emergency Services and \$900 for Joint Communications from Federal funds was approved for appropriation for Hurricane Isabel related expenses from FEMA.

4. Sheriff's Office - \$66,579

- a. \$14,450 from Federal funds from FEMA was approved for appropriation for Hurricane Isabel related expenses.
- b. \$12,353 from the Local Law Enforcement Block Grant was approved for appropriation for deputy overtime regarding truck enforcement checkpoints.
- c. \$9,075 and \$7,725 from insurance recovery was approved for appropriation for totaled vehicles.
- d. \$12,641 and \$10,335 from insurance recovery was approved for appropriation for repairs to wrecked vehicles.

5. Budget Office for Society for the Prevention of Cruelty to Animals (SPCA) - \$2,489

\$2,489 from State funds for the sale of Animal Friendly License Plates was approved for appropriation to the SPCA.

6. General Services - \$2,838

\$2,838 from the other vehicle's insurance was approved for appropriation for the repair of General Service's vehicle damaged in an accident.

Transfers:

School Division - \$825,896

- a. \$52,839 from the Capital Fund for Food Nutrition equipment replacement was approved for transfer to the School Division's Food Nutrition operating budget.
- b. \$85,978 from the Capital Fund for Minor Systems was approved for transfer to the School Division's operating budget.
- c. The Capital Fund amount of \$687,079 for the Comprehensive Maintenance Program was approved for transfer to the School Division's operating budget.

Regular Agenda

Supplemental Appropriations:

FY 2004

1. Budget Office - Economic Opportunity - \$5,000

\$5,000 from the Economic Opportunity Fund was approved for appropriation to the Flying Circus for expenses related to improvements to their sanitation system.

2. Geographic Information Systems (GIS) - \$16,500

\$2,000 from GIS revenues, \$10,000 from Community Development revenues and \$4,500 from the Contingency Reserve was approved for appropriation and transfer to GIS for purchase of a large format scanner.

3. **Warrenton-Fauquier Airport - \$4,626,000**
\$4,163,400 from Federal funds, \$370,080 from State funds and \$92,520 from local funds was approved for appropriation to the Airport for the second phase of the major runway improvement for the Warrenton-Fauquier Airport. The local match is from the airport fund balance.
4. **County Administration – Public Safety Radio System - \$480,920**
\$315,620 in Federal grant funds and \$165,300 from County revenue (equal to the estimated interest on the projects bond proceeds) for appropriation and transfer to the Capital Fund for the public safety radio system.

Transfers:

1. **GIS - \$13,647**
\$13,647 from the Contingency Reserve was approved to support an E-911 Street Addressing Technician position for the GIS Department for three months in FY 2004.
2. **Community Development**
\$150,000 from the Contingency Reserve was approved for transfer to Community Development budget for the Wade Court Street improvements if the bids received are not over \$150,000.

Comments

1. **Finance:**
Health Insurance – Janice Bourne, Finance Director, provided the health insurance fund information.

From January 2003 to January 2004, there has been a 12.4% increase in expenditures. The average for the first seven (7) months in FY 2004 is \$785,485 per month.
2. **Budget Office:**
Revenue - Bryan Tippie, Budget Director, stated that based on the current Revenue Meeting, there had been little change to the previous \$2.3 million in additional County revenue projected for FY 2004. The increase was primarily from Real Estate Tax, Personal Property Tax, Recording Tax and Fees on Deeds, and Community Development Fees.

Budget – The FY 2005 Proposed Budget will be presented to the Board of Supervisors on March 3, 2004.
3. **School Division:**
School Bond Referendum – Mark Cornwell expressed concern that the referendum resolution put in place by the Board of Supervisors would be an impediment to soliciting proposal under the Public Private Education Facilities and Infrastructure Act (PPEA). He felt it was unlikely that a firm would be

willing to incur substantial upfront costs related to preparing proposals and design documents without certainty that a project had been approved for funding. Since the resolution requires projects over \$10 million to go to referendum “regardless of funding source”, there appears to be little flexibility to solicit alternative funding plans via the PPEA process.

**The next Finance Committee Meeting will be
March 18, 2004 at 4:00 p.m.**